Local 174 (logo) AFL-CIO-CLC

Office and Professional Employees International Union

WELCOME TO THE OFFICE & INTERNATIONAL EMPLOYEES UNION LOCAL 174
PLEASE READ CAREFULLY ANDRETAIN FOR FUTURE REFERENCE

This letter contains important information about:

. Union Representation
. The Union itself.
. The contract with your employer.
. Rights of membership.
. Rights of employers under union security clauses.
. Additional information concerning employee, member and contract benefits.

As a new employee in the bargaining unit, you are represented by OPEIU Local 174. If you are like many new employees, this may be the first time you have ever been represented by a Union and you may have some questions as to what this means to you.

Union representation means that OPEIU Local 174 on your behalf and with the full and active

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participation of its members negotiates and administers a legally binding contract known as a collective bargaining agreement that sets forth your wages, benefits, hours and all your working conditions. Because all employees together through the Union, Union members receive higher wages and better benefits than nonunion workers doing similar jobs. Strength in numbers makes this possible.

The Local Union is part of the Office and Professional Employees International Union. The International Union has a highly trained and motivated staff to help Local Unions. This Local can draw on the resources including modern technology and research departments.

The officers of Local 174 are President, Vice-President, Secretary-Treasurer, Recording Secretary, Three Trustees and a Conductor. Your contract is administered by your Business Representative. Should you have any questions or problems, you should contact your Business Representative. Our officers are elected by the membership in secret ballot elections. As a member, you will get to participate in those elections.

The Local Union has mettings quarterly. These meetings are important and as a member, you are encouraged to come and participate in the affairs of your Local Union.

Without a legally binding contract, the law allows an employer to fire you for most any reason, to change your wages or hours without your consent

and there are few restrictions set by law regarding what the employer can do. With our Local Union contract, there is a legally binding agreement that is enforceable.

As an employee represented by the Union, you can enjoy all the benefits of this contract. This contract establishes your wages, hours, benefits and working conditions. This contract does much more:

THE CONTRACT protects your seniority which will become increasingly important to you the longer you are working for the employer;

THE CONTRACT prohibits discipline or discharge by your employer, except for just cause, once you have completed your probationary period;

THE CONTRACT provides for vacations paid by your employer and negotiated by the Local Union;

THE CONTRACT provides for health and welfare and pension benefits paid for you by your employer and negotiated by the Local Union;

THE CONTRACT establishes a grievance procedure with binding arbitration to take up and resolve your complaints in a way that gets results;

THE CONTRACT provides many more benefits, all of which are detailed in the written agreement and negotiated by the Local Union.

Perhaps the greatest benefit of being covered by a Local Union contract is the knowledge and security that the provisions cannot be changed whenever the employer decides. No changes can be made without the Local Union's agreement. The Local Union and the employer do negotiate new agreements when the

old agreements expire. At that time, we seek improvements and better wages and working conditions.

In addition to the specific benefits of the Local Union contract, when you become a member of this Local Union, you will be able to:

VOTE YOUR CONSCIENCE on acceptance or rejection of proposed contracts that would set your wages, benefits and working conditions;

FULLY PARTICIPATE in the development of contract proposals, election of officers and Union activities; and

BENEFIT from other programs such as discount cards, discount coupons and other services available only to Union members and their families, such as OPEIU scholarships.

When you become a member of Local 174, we hope that you will take advantage of your membership and become an active, involved member. Strong, active and informed members are essential to the strength of Local 174. In the long run, your participation will benefit both you and your coworkers by helping the Union gain improved benefits and working conditions.

Enclosed with this package is a membership application. After you read this letter, we urge you to fill it out, sign and date it and return it as soon as possible. Do it today, so you can start enjoying the full benefits of membership in Local 174.

Also enclosed is a dues checkoff authorization. This permits your employer to automatically remit

your dues to the Local Union. This saves you from having to pay the dues on a monthly basis by direct payment. Virtually everyone in the Union uses this system and we encourage you to take advantage of it.